



## **Bedford School Chaplain**

### **Part-time (20 hours)**

We are seeking to find a new School Chaplain, who will lead the spiritual life of the school and provide pastoral support to the school community.

A beautiful Chapel and Christian teaching are central to the ethos of Bedford School; the Chaplain will be at the heart of the promotion of our school's Christian values, whilst appealing to a diverse community of day boys and boarders through both curricular and co-curricular avenues.

It is also anticipated that the Chaplain will play a wider role in the school, in line with their skills and interests through co-curricular life of school. There are no formal curriculum teaching requirements as part of the role, but we are happy to support the Chaplain to develop in this area if they wish.

This role is designed to be complementary with the role of Vicar for Renhold, with inherent flexibility to serve both communities according to the rhythms of parish and school life.

The role is year round but responsibilities during school holidays are likely to be considerably less, and it is expected the Chaplain will take holiday out of term time (in agreement with the Head Master).

For an informal discussion about the role with Sam Baldock, Vice Master, please contact Naomi Wycroft Head Master's PA on [nwycroft@bedfordschool.org.uk](mailto:nwycroft@bedfordschool.org.uk).

Suitable candidates may be interviewed before the closing date, and Bedford School reserves the right to withdraw the position if an early appointment is made. Applicants are therefore encouraged to apply early.

### **The Role**

The school has a Christian foundation and an impressive Chapel, which underwent considerable refurbishment in 2005, and a new organ will be installed in 2027. There is a fine choral tradition, which reflects the musical strength of the school and the successful candidate will work closely with the Director of Music and Head of Choral Music in maintaining this tradition.

The School community is a diverse one, with many faiths (and none) represented. That said, the life of the Chapel and the Christian life of the school are central to its ethos and the successful candidate will work closely with the Head Master in maintaining and promoting this aspect of school life.

There are weekly evening Sunday services in term for the boarding community (with occasional morning services for Remembrance and an annual Commemoration of Founders and Benefactors), weekly chapel Assemblies for the whole Upper School on a Wednesday afternoon, and occasional Chapel Assemblies for the Prep School. Candidates for confirmation are prepared each year. There are a series of annual Carol services for various sections of the school community. As such, it is anticipated that the 2.5 days (20 hours) will include Wednesday afternoons and Sunday evenings, but there is considerable flexibility on which other days in the week might suit the post-holder.

Beyond the formal life of the Chapel itself, the successful candidate will oversee the wider Christian work within the school. Opportunities for various discussion groups, Bible Studies, voluntary services etc. are present and it is expected that the Chaplain will take a lead in each. The emphasis of the school is on the promotion of values and the encouragement of boys to think deeply about the world around them and to develop their own views during their time at the school. The Chaplain's contribution to that ethos is vital.

The Chaplain is important to the pastoral life of the school. All members of the community – day and boarding, boys, staff, parents and old boys – should feel able to approach the Chaplain for pastoral support. The Chaplain is particularly important within the boarding community and is expected to visit each boarding house over the course of a term, under the guidance of the Senior Boarding Housemaster.

The Chaplain has no formal management role within the pastoral structure but is expected to work closely with the Vice Master and the Prep School Headmaster in the oversight of boy and staff welfare.

The school takes its commitment to involvement in the local community seriously and it may be that the Chaplain would be willing to help various elements of outreach work, whether within the school itself or in conjunction with local churches, schools and other organisations.

Bedford School has no particular historic link with any theological tradition within the Church of England. The successful candidate will be expected to identify with the ethos and current context of the school as described above and will work closely with and to the Head Master in all aspects of their role.

We would like our new Chaplain to be able to develop the spiritual thinking of boys and staff, lead discussions about current ethical or moral issues and be someone who encourages others to ask questions and live our school values (Responsibility, Curiosity, Endeavour, Integrity; all underpinned by Kindness).

## Main Duties

The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Summary of the role

**Title:** Chaplain

**Location:** Bedford School, De Parys Avenue, Bedford

**Job Purpose:** To lead the spiritual life of the School community

**Reporting Line:** Head Master/Vice Master

**Hours:** 20 hours per week

**Salary:** School's own salary scale

Main duties and responsibilities

This does not form part of the contract of employment and may be varied in accordance with the demands of the appointment.

### **Your Professional Duties**

You are expected to act in accordance with the aims, policies and administrative procedures of the School.

### **Specific Duties and Responsibilities**

The main duties and responsibilities of the Chaplain are as follows (this list is not exhaustive):

- Responsibility for the life of the Chapel, including its use by external organisations and chairing the Chapel Committee
- Officiating at all school Chapel services and Chapel assemblies  
Organisation of Chapel rotas, including external preachers (in conjunction with the Head Master), pupil readings, etc.
- Working with the Director of Music to ensure the efficient running of all aspects of Chapel life
- Annual preparation for confirmation candidates

	<ul style="list-style-type: none"> <li>• Oversight of all other Christian activities within the school and supporting the Head Master in the appropriate promotion of Christian values</li> <li>• Supporting the needs of pupils and staff of other faiths and those of no faith</li> <li>• Visiting all boarding houses on a regular basis</li> <li>• Provision of pastoral support as required to all members of the school community, including specific support, alongside the School Counsellor, to any member of the community in times of specific need e.g. bereavement, serious illness, etc.</li> <li>• Organising or taking part in opportunities for boys and staff to discuss topical ethical, moral or spiritual issues</li> <li>• Involvement in appropriate outreach work in the wider community of Bedford</li> <li>• Support, both direct and indirect, for co-curricular aspects of school life</li> <li>• Maintain and develop links with other churches and faith organisations in the local area</li> <li>• Attend all training as required and take responsibility for ongoing personal professional development circumstances</li> </ul> <p>Responsibilities may be direct, joint or through devolved structures, but always in accordance with whole school policies. These details may be amended at any time by agreement, but in any case, will be reviewed through the appraisal process.</p>
	<p>You may also be required to undertake such other comparable duties as the School requires from time to time.</p>